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TRADE AND DEVELOPMENT BOARD
Commission on Enterprise, Business
Facilitation and Development
Second session,
Geneva, 1 December 1997
Item 2 of the provisional agenda

PROVISIONAL AGENDA AND ANNOTATIONS

I. PROVISIONAL AGENDA

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II. ANNOTATIONS TO THE PROVISIONAL AGENDA

Item 1 - Election of officers

1. Rule 18 of the rules of procedure of the Main Committees of the Trade and Development Board states that: "At the commencement of the first meeting of each regular session, the Committee shall elect a Chairman, five Vice-Chairmen and a Rapporteur from among the representatives of its members. These officers shall constitute the Bureau of the Committee. In electing the officers, due account shall be taken of the need to ensure an equitable geographical distribution". Moreover, rule 19 indicates that "the Bureau of the Committee shall consist of seven members, including four members from Groups A and C combined, two members from Group B and one member from Group D, referred to in the annex to General Assembly resolution 1995 (XIX) as amended". According to the cycle of rotation, the Chairman of the Commission shall be a representative of a State member from List A (Africa) and the Rapporteur from a state member of List A (Asia). The five Vice-Chairmen shall therefore be distributed as follows: 2 from List A and C combined; 2 from List B; and 1 from List D.

Item 2 - Adoption of the agenda and organization of work

2. The provisional agenda in section I above was approved by the Commission on Enterprise, Business Facilitation and Development at its first session (TD/B/44/2 - TD/B/COM.3/4, Annex IV).

Organization of work

3. As provided for in the UNCTAD calendar of meetings, the Commission will have available five working days, from 1 to 5 December 1997. At the first plenary meeting, on 1 December 1997, following the introduction of item 3, it is suggested that the rest of Monday, 1 December, and Tuesday, 2 December, be devoted to formal and informal discussions on item 3 of the provisional agenda.

4. On Wednesday, 3 December 1997, it is suggested that the Commission start consideration of item 4 of the provisional agenda. The consideration of this item, in both an informal and a formal setting, will continue until the morning of Friday, 5 December 1997.

5. The reports of expert meetings will be considered under the appropriate agenda items. The report of the Commission will be adopted on the afternoon of Friday, 5 December 1997.

Document	
TD/B/COM.3/8	Provisional agenda and annotations

Item 3 - Enterprise: issues relating to an enterprise development strategy

6. With a view to expediting substantive discussions at the Commission's session, the secretariat has prepared an issues paper entitled "Progress towards strategies for enterprise development" (TD/B/COM.3/9).

7. The paper responds to the request for further analytical work and policy research in areas related to enterprise development by the Commission at its first session.

8. Part A summarizes the main results of the Expert Meeting on Government and Private Sector Roles and Interaction in SME Development. The Commission is requested to provide further guidance with regard to the direction of and priorities in policy analysis, the exchange of national experiences,and technical assistance and advisory services. Part B presents a progress report of activities in the area of inter-firm cooperation so that the Commission can decide on areas of future work. This part draws upon a fuller overview of work already done in this field which was recommended at the first session of the Commission. Copies of that overview will be made available during the Commissions's session. Part C provides information on SME research institutions and support agencies which might lead to the establishment of a database with a view to achieving better coordination in SME research and related technical cooperation activities. Part D contains information on cooperation between UNCTAD and other United Nations agencies and international organizations in the area of enterprise development.

9. Following the decision made at the first session of the Commission, the Expert Meeting on Government and Private Sector Roles and Interactions in SME development was held from 23 to 25 July 1997. The report of the Expert Meeting is contained in document TD/B/COM.3/6-TD/B/COM.3/EM.2/3. In taking note of the report of the Expert Meeting, the Commission may wish to endorse the recommendations contained therein, in accordance with paragraph 114 of "A partnership for Growth and Development".

Documents

TD/B/COM.3/9	"Progress towards strategies for enterprise development".
TD/B/COM.3/6- TD/B/COM.3/EM.2/3	Report of the Expert Meeting on Government and Private Sector Roles and Interactions in SME Development

Item 4 — Services infrastructure for development and trade efficiency assessment

10. Responding to the requests made by UNCTAD IX and by the Commission at its first session, the secretariat has prepared a paper entitled "Services infrastructure for development and trade efficiency" (TD/B/COM.3/10).

11. The paper is divided into two sections. The first is devoted to an issue which has not yet been addressed by the Commission, namely that of "new services for development". It presents a progress report on the activities initiated by the UNCTAD secretariat to contribute to the development of infrastructure services specifically designed to assist the informal sector and to promote the development of micro-enterprises. It focuses on activities related to micro-credit, an area where work has particularly advanced. The second section addresses the four topics on which the Commission expressed interest in receiving information and practical proposals, namely: (1) trade efficiency strategy; (2) legal dimensions of the Trade Point programme; (3) inter-institutional cooperation in the trade efficiency area; and (4) trade efficiency assessment. Because of their substantive implications, points (1) and (4) are addressed in greater detail. Regarding the trade efficiency strategy, the analytical and policy-oriented bases of the trade efficiency programme are recalled and the practical steps of a result-oriented strategy are illustrated by two examples, namely the ASYCUDA programme and the Trade Point programme. A Trade Efficiency Assessment Methodology (TEAM) is proposed in an addendum to the document (TD/B/COM.3/10/Add.1).

12. At the first session of the Commission, a decision was made to convene expert meetings, and in this context, the Expert Meeting on the Use of Information Technologies to Make Transit Arrangements More Effective was held from 5 to 7 May 1997, while the Expert Meeting on Telecommunications, Business Facilitation and Trade Efficiency was held from 8 to 10 September 1997. The

reports of the two Expert Meetings are contained in documents TD/B/COM.3/5-TD/B/COM.3/EM.1/3 and TD/B/COM.3/7-TD/B/COM.3/EM.3/3 respectively. In taking note of the reports of the Expert Meetings, the Commission may wish to endorse the recommendations contained therein, in accordance with paragraph 114 of "A partnership for Growth and Development".

Documents

TD/B/COM.3/10	"Services infrastructure for development and Trade Efficiency"
TD/B/COM.3/10/Add.1	"Proposal for a Trade Efficiency Assessment Methodology (TEAM)"
TD/B/COM.3/5 - TD/B/COM.3/EM.1/3	Report of the Expert Meeting on the Use of Information Technologies to Make Transit Arrangements More Effective
TD/B/COM.3/7 - TD/B/COM.3/EM.3/3	Report of the Expert Meeting on Telecommunications, Business Facilitation and Trade Efficiency.

Item 5 - Provisional agenda for the third session of the Commission

13. The Commission may wish to establish the provisional agenda for its third session on the basis of the deliberation during its second session. In the UNCTAD indicative calender of meetings for 1998, the third session of the Commission on Enterprise, Business Facilitation and Development is tentatively scheduled to take place in November 1998.

Item 6 - Other business

Item 7 - Adoption of the report of the Commission to the Trade and Development Board.

14. The report of the Commission on its second session will be considered by the Trade and Development Board.